



1/23/06 - (20)

December 13, 2005

Mary Ann Ashton
1 Olde Barn Way
Acton, MA 01720

Dear Ms. Ashton,

The Department of Conservation and Recreation and the Freedom's Way Heritage Association are pleased to inform you that your community has been selected to participate in the Heritage Landscape Inventory Program's Freedom's Way Reconnaissance Survey! To kick this project off, you are invited to attend a **Community Orientation Meeting** for Local Project Coordinators. This meeting will be held on **Tuesday, January 10th**, from 10am to 11:30am at the **Mass Development office at Devens**. (Directions are printed on the back of this letter for your convenience.)

At the Community Orientation Meeting, you will have the opportunity to meet the project consulting team as well as local project coordinators from other participating communities. We will also be doing some preliminary scheduling of the local identification meetings, so bring your calendars! Finally, you will have the opportunity to discuss some of the special places in your community with others. Prior to the meeting, please take some time to think about some of the potential heritage landscapes in your community for participation in a group exercise.

Please RSVP to Jessica Rowcroft at DCR at either jessica.rowcroft@state.ma.us or at 617.626.1380 by **Wednesday, January 4th** to let her know if you are able to attend. We look forward to working with you on this exciting project!

Sincerely,

Stephen H. Burrington
Commissioner

COMMONWEALTH OF MASSACHUSETTS • EXECUTIVE OFFICE OF ENVIRONMENTAL AFFAIRS

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Mitt Romney
Governor

Kerry Healey
Lt. Governor

Stephen R. Pritchard, Secretary
Executive Office of Environmental Affairs

Stephen H. Burrington, Commissioner
Department of Conservation & Recreation

**MEMORANDUM OF AGREEMENT BETWEEN
THE DEPARTMENT OF CONSERVATION AND RECREATION, FREEDOM'S WAY
HERITAGE ASSOCIATION
AND
THE TOWN OF ACTON**

WHEREAS, the Department of Conservation and Recreation (DCR), 251 Causeway Street, Boston, MA, 02114, and the Freedom's Way Heritage Association (FWHA), 100 Sherman Ave, Suite 2, Devens, MA, 01434, have entered into a partnership to bring the Heritage Landscape Inventory Program, a planning program overseen by DCR, to communities within the Freedom's Way Heritage Association; and,

WHEREAS, The Freedom's Way Reconnaissance Survey will provide heritage landscape reconnaissance survey services and technical assistance for interested communities within the Freedom's Way Heritage Association that are selected through an application process; and

WHEREAS, DCR and FWHA have selected the Town of Acton to participate in said Heritage Landscape Inventory program's Freedom's Way Reconnaissance Survey to receive survey services and technical assistance; and

WHEREAS, the Town of Acton has expressed interest in receiving technical assistance and survey services.

NOW THEREFORE, the Town of Acton, the DCR and the FWHA have agreed that the project shall be undertaken and implemented in partnership in accordance with the following stipulations:

STIPULATIONS

The Department of Conservation and Recreation has hired a team of qualified consultants to provide survey services and technical assistance for the Town of Acton as outlined in the project RFR. The Town of Acton shall designate a Local Project Coordinator who shall fulfill the responsibilities outlined in Attachment A. If the municipality does not fully comply with the above stipulation, DCR and FWHA reserve the right to terminate this agreement.

DEPARTMENT OF CONSERVATION AND RECREATION

By: _____ Date: _____
Stephen H. Burrington
Commissioner, DCR

FREEDOM'S WAY HERITAGE ASSOCIATION

By: _____ Date: _____
Mary Whitney
President

ATTACHMENT A
Local Project Coordinator: Role and Responsibilities

The Local Project Coordinator (LPC) for your community has agreed to fulfill the role and responsibilities outlined below:

- Work with the Department of Conservation & Recreation (DCR), the Freedom's Way Heritage Association (FWHA) and the project consulting team to schedule one local identification meeting to take place sometime between January and March of 2006.
- Work with FWHA to spread the word about the local identification meeting to all town boards, committees, private organizations and other interested individuals through letters, articles and postings.
- Provide a minimum of two large-scale planning maps for use and mark-up during the local identification meeting.
- Work with DCR, FWHA and the project consulting team to schedule a half day of fieldwork following the local identification meeting.
- Facilitate involvement of other knowledgeable individuals for the fieldwork.
- Comment upon draft products in a timely manner.
- Present copies of the final reconnaissance report to all appropriate town boards and local organizations.
- Submit a final project completion letter to DCR and FWHA by October 1, 2006, indicating how the community intends to utilize the recommendations provided in the reconnaissance report.

FREEDOM'S WAY HERITAGE LANDSCAPE INVENTORY PROGRAM
AGENDA FOR COMMUNITY ORIENTATION MEETINGS
January 10, 2006

WELCOME, PROGRAM OVERVIEW, ADMINISTRATIVE ISSUES

Mary Whitney, President, Freedom's Way Heritage Association
Marge Darby, Chair, Advisory Council to Freedom's Way Heritage Association
Jessica Rowcroft, Preservation Planner, Department of Conservation and Recreation

INTRODUCTIONS

Consultant Team

Shary Berg, Landscape Preservation Consultant, Cambridge, MA
Gretchen Schuler, Preservation Planner, Wayland, MA
Anne Forbes, Preservation Consultant, Acton, MA
Virginia Adams, Senior Project Manager, PAL Inc, Pawtucket, RI

Participating Communities

Acton	Arlington	Bolton
Boxborough	Concord	Fitchburg
Hudson	Lexington	Lincoln
Maynard	Shirley	Stow
Winchendon		

INTRODUCTION TO HERITAGE LANDSCAPES

See attached outline.

HERITAGE LANDSCAPE IDENTIFICATION EXERCISE

This exercise provides an opportunity for community members to practice identifying and evaluating heritage landscapes. Participants will be divided into groups to accomplish Tasks 1 and 2 in 15-20 minutes. One member of each group will report back to the larger group.

- Task 1 - Each participant will briefly describe a familiar landscape to the rest of the team (physical description, why this landscape is important, current threats to the landscape).
- Task 2 - Group asks for clarification if needed and evaluates whether each described landscape is a heritage landscape.
- Task 3 - Groups get back together and one person from each group briefly describes the types of landscapes presented and whether they meet the criteria for heritage landscapes.

WRAP UP, QUESTIONS AND NEXT STEPS

Inventing the New England Landscape

Agricultural (farm complex, farm land, orchard)
Burial (site, ground and cemetery)
Civic Landscapes (village center, common, training field, streetscape)
Commercial (business center)
Industrial (mill, factory village)
Open Space/Recreation (park, garden, vista)
Residential (estate, neighborhood)
Transportation (road, railroad, bridge)

Shaping the Landscape of Democracy

Burial
Institutional (school, social/medical, museum, grounds of public buildings)
Military (battleground)
Open Space/Recreation (training field, park, vista)
Residential

HOW DO WE IDENTIFY HERITAGE LANDSCAPES?

- Understanding the historic context - frames the significance through a landscape's history and past uses;
- Conduct historical research - books, maps, photos;
- Review planning documents - master plan, open space plan, preservation plan;
- Look at maps to gain understanding of land use patterns - GIS maps;
- Conduct oral history – talk to long term residents, farmers, members of the Historical Society;
- Windshield survey – as you travel around your community, identify potential heritage landscapes.

WHY ARE HERITAGE LANDSCAPES IMPORTANT?

- They are essential elements of community character that contribute to a unique sense of place;
- Reasons for living in a particular community often refer to the landscape - whether it be rural character, a cohesive village center or proximity to rivers and streams;
- Heritage landscapes provide lasting value as memories and places of the heart, they convey aspects of our shared history and forge our cultural identity;
- Heritage landscapes also reflect ecological and environmental conservation concerns, affect the real estate market, and attract tourism and recreation;
- As our communities undergo rapid land use changes, heritage landscapes are particularly threatened because they are not well documented and are often taken for granted;
- Communities that recognize and understand threats will be better equipped to counter with appropriate preservation techniques.
- The Heritage Landscape Inventory Program informs citizens about the values and vulnerability of the landscapes that make a community special.

WHAT ARE THE NEXT STEPS FOR OUR COMMUNITY?

- Identify community members to participate on your Heritage Landscape Inventory Committee;
- Review materials from DCR including *Reading the Land (2003)* and *Freedom's Way Heritage Area Summary Report (1997)*;
- Host landscape identification meeting with consultants to identify potential heritage landscapes;
- Conduct site visits with consultants and committee to high priority sites;
- Consultants prepare Reconnaissance Reports for each community describing landscapes and identifying planning strategies.

Freedom's Way Heritage Landscape Inventory Program

Further information about this program can be found at:

www.mass.gov/dcr/stewardship/histland/histland.htm.

More information about the Freedom's Way Heritage Association can be found at:

www.freedomsway.org.